

EXECUTIVE OFFICE OF THE PRESIDENT

BUREAU OF THE BUDGET

WASHINGTON 25 D.C.

FEB 24 1957

My dear Mr. Dulles:

In accordance with the President's wishes, as indicated by numbered paragraph 4 in Director Brundage's letter of January 23, you are requested to submit a revised financial plan for fiscal year 1957, based on the standard format illustrated in Attachment A to this letter, not later than February 28, 1957. It should reflect the results of the program you are pursuing to carry out the President's policy of keeping agency expenditures for the fiscal years 1957 and 1958 below the estimates in the 1958 budget. In preparing this plan, the objectives for 1958 should be kept in mind, and the groundwork laid for a similar plan for that year. The plan should be accompanied by a brief statement of the specific steps you are taking to carry out the President's expenditure policy and the policy announced in December with respect to limiting new hiring and holding construction to an economic minimum.

You are also requested to submit reports at the end of March and June, based on the standard format illustrated in Attachment B, accompanied by a covering letter setting forth any analysis you think is necessary to report adequately the progress you are making on this program. The letter should also set forth any additional steps (not previously reported) to carry out the policies mentioned above. The March report should cover the months of February and March; and the June report should cover the months of April, May, and June. Data for each month covered should be shown separately under line 1A. Lines 1C and 1B may be omitted on the June report, and an additional line should be added under item 2 for April employment. These reports should be received in the Bureau not later than the 20th of the succeeding month.

The formats shown in the attachments to this letter should be used as guides for reporting the information desired by the President even though the exact wording of the standard entries is not in

- 2 -

every case applicable to the Central Intelligence Agency. In order that appropriate security control may be maintained, it is requested that the financial plan and quarterly reports be transmitted to the Chief of the International Division of the Bureau of the Budget.

Sincerely yours,

A. N. Jones

Acting Director

Honorable Allen W. Dulles
Director of Central Intelligence
Central Intelligence Agency
Washington 25, D. C.

Enclosures

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